

MINUTES

IOWA COMMISSION OF LIBRARIES

Date: September 15, 2021
Time: 1:00 p.m. – 3:00 p.m.

Location: Online via Zoom

Present: Dan Chibnall, Sarah Latcham, Carrie Falk, Zach Stier, Brandon Denner

Staff: Michael Scott, Nancy Medema, Marie Harms, Emily Bainter

Guests: David Foster, Baton Global

1.0 Call to Order and Welcome

C. Falk called the meeting to order at 1:00 p.m.

M. Scott introduced new member **Zach Stier**, director at Ericson Public Library in Boone, representing public libraries.

2.0 Set Agenda

B. Denner made a motion to approve the agenda as written. **S. Latcham** seconded. Motion carried. No other comments on agenda.

3.0 Action Items

3.1 Receive and Approve May 2021 Meeting Minutes

D. Chibnall made a motion to approve the March minutes as corrected; **Z. Stier** seconded. Motion carried.

3.2 Receive and Approve Financial Reports

M. Scott went over the financial reports through August 31, 2021. On the state funding side, the budget is currently on target for FY22. The federal funding report includes three sources of federal dollars: one for our regular appropriation from IMLS, and two grant programs for the CARES Act (which is nearly all spent) and the American Rescue Plan Act. Both grants are meant for pandemic relief and recovery purposes. For miscellaneous accounts, Enrich Iowa funding will begin to be dispersed to libraries in October or November.

S. Latcham moved to approve the financial reports, **D. Chibnall** seconded. Motion carried.

3.3 Election of Vice Chair for FY22

M. Scott explained the role of vice chair and gave commissioners the opportunity to consider serving as vice chair. The elections were tabled for the next meeting.

4.0 Public Comment

No public comment

5.0 Update: State Library Endorsement Program

N. Medema shared information about recent changes to the Standards and what it takes for librarians to become Endorsed. Standard 20 has been updated to reflect required Endorsement levels dependent on a city's population and three new levels based on education requirements for high school (Bronze), bachelor's degree (Silver) and ALA-accredited MLS degree (Gold).

6.0 Communications

6.1 State Librarian's Report

M. Scott shared highlights from his report:

- The nearly \$2.7 million in ARPA funding the State Library received is being partially dispersed as subgrants of up to \$5,000 to public libraries. 367 libraries applied and will be receiving reimbursements for grant project purchases for a total of \$1.8 million of the ARPA funds. The remainder of the funding (approximately \$825,000) will be used for administrative costs to the Dept. of Education, statewide projects for libraries, including a homework help and online tutoring resource, developing an online, plain language legal

resource clearinghouse for Iowans, and also covering the cost of magazine subscriptions in Overdrive for Bridges for one year.

- The state is transitioning to a new HR management system called Workday for payroll processing, time reporting, time off requests, and travel approval and expenses.
- Staff changes: Angie Manfredi, Youth Services consultant, departed the State Library in August. Tegan Beese has been hired as her replacement and will start Sept. 21. Linda Choate was hired as a new administrative assistant for the State Library and will start Oct. 1.
- The State Library launched a new website in July with completely revamped navigation and design; the domain has also been updated to .gov to meet state guidelines. Find the new website at www.StateLibraryofIowa.gov.

6.2 Commission Reports

- **D. Chibnall:** Iowa ACRL has continued biweekly town halls via Zoom that has fostered good discussions between academic librarians.
- **B. Denner:** Joined West Des Moines Library Friends Foundation and currently in a donor drive; coming off of a large year for donations and plan on putting the money to good work.
- **S. Latcham:** The Wellman Public Library will be doing some fall fundraising, starting with the Fall Festival in Kalona. Erin Campbell is the new director of the library and is working on launching some virtual kiosks to also raise money for the library. The library received an ARPA Grant and will be purchasing a variety of items.
- **Z. Stier:** The Ericson Public Library received a Libraries in Communities grant in May and will be hosting a symposium on Equity on October 15 at the DMACC Campus in Boone with three keynotes. Public librarians can receive 5 CE credits for attending.
- **C. Falk:** The Shenandoah library took over the large print rotation program, which rotates a collection of large print books around libraries each quarter. The next rotation is set to occur soon. They received a Libraries Transform grant and hosted community conversations on community revitalization over the summer, which were very successful. The library also received an ARPA Grant for outdoor charging stations which were installed last week.

7.0 IMLS 5-Year Plan Evaluation

N. Medema introduced **David Foster** from Baton Global; the State Library has contracted with Baton Global to evaluate the State Library's FY18-22 strategic plan as required by IMLS. The evaluation will be used to demonstrate accountability of federal law, inform the next State Library strategic plan, and look for successes to share with other states. **D. Foster** went over the Evaluation Plan which includes a timeline for evaluation activities, and will deliver a preliminary report in December and a final report by the end of February.

8.0 Adjournment

Next meeting will occur November 12, 2021 from 10:00 a.m. to noon via Zoom and TBD in-person.

FY 22 Meetings:

- January 14, 2022
- March 11, 2022 (tentatively in person)
- May 13, 2022

C. Falk adjourned the meeting at 2:32 p.m.

Submitted by: Emily Bainter, Information Specialist